Marriage License Requirements

FEES: $40.00 payable in cash / personal check / money order
OFFICE HOURS: Monday thru Friday 8:30 a.m. to 4:30 p.m.
TUESDAY HOURS: *4:30 p.m. to 7:30 p.m. By appointment*

Marriage licenses are valid 24 hours after issuance, for a period of 60 days

Identification requirements – As per the New York State Division of Vital Records <u>Two (2) Proofs of Age and Identity are required</u>**. Application MUST be submitted with originals or certified copies of one document from List A and one from List B; All documents must be submitted from Lists C and D (if applicable);**

A. One (1) of the following forms:
    1. Birth Certificate – Original or Certified Copy
    2. Citizenships of Naturalization papers (with birth name)

B. <u>And</u> One (1) of the following:
    1. Valid Driver's License/Valid U.S. Non-Driver's License
    2. Valid Passport
    3. Valid Immigration Record – Can be used as photo I.D. ONLY.
    4. Does not replace Birth Certificate or Naturalization Papers.

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**DOCUMENTS IN ANY LANGUAGE OTHER THAN ENGLISH MUST BE TRANSLATED BY A CERTIFIED TRANSLATOR. THE TRANSLATION MUST BE A FULL AND A COMPLETE TRANSLATION OF THE ENTIRE DOCUMENT INCLUDING THE MEANING OF ANY TITLES, STAMPS OR SEAL. A SUMMARY OF THE DOCUMENT IS NOT ACCEPTABLE. THE TRANSLATION MUST INCLUDE THE TRANSLATOR'S TITLE, POSITION AND QUALIFICATIONS. THE STATEMENT MUST BE SIGNED, DATED AND NOTARIZED.

TRANSLATIONS THAT DO NOT MEET ALL OF THE ABOVE QUALIFICATIONS WILL <u>NOT</u> BE ACCEPTED.

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C. If divorced, ORIGINAL or SEALED CERTIFIED COPIES of divorce papers from ANY country for any and all divorces are required when applying for a marriage license, (ie: if you were married and divorced twice you will need both sets of divorce papers). If widowed, a certified copy of the death certificate is required.
D. If applying for a second or subsequent ceremony you must present the original or certified transcript of your marriage.

Identification requirements for applicants <u>Ages 16 and 17</u> **– Application MUST be submitted with** <u>ALL</u> **of the following;**

1. Original Birth Certificate
2. Both parents must be present and give consent
3. Valid picture I.D.
4. Valid picture I.D. of **BOTH** parents

AGES 14 AND 15 REQUIRE A COURT ORDER

IS THERE A WEDDING DATE? YES NO	IF YES, BELOW PLEASE GIVE DATE, TIME AND LOCATION:
Phone Number:	Mailing Address: *(valid after ceremony)*

BRIDE/GROOM/SPOUSE	**BRIDE/GROOM/SPOUSE**
First Name Middle Name Last name *(current)*	First Name Middle Name Last name *(current)*
Birth Name/Maiden Name, if different:	Birth Name/Maiden Name, if different:
Last Name after Marriage: *(optional)*	Last Name after Marriage : *(optional)*
Social Security Number:	Social Security Number:
Current Residence: State & County	Current Residence: State & County
Current Address: Street, Town & Zip Code:	Current Address: Street, Town & Zip Code:
Is residence in an incorporated village? Yes No	Is residence in an incorporated village? Yes No
Age (as of today):	Age (as of today):
Date of Birth [Month/Day /Year]:	Date of Birth [Month/Day /Year]:
Employment, usual occupation:	Employment, usual occupation:
Type of Business or Industry of Occupation:	Type of Business or Industry of Occupation:
City & State of BIRTH (country if not in USA)	City & State of BIRTH (country if not in USA)
Father's Name: *(First & Last)*	Father's Name: *(First & Last)*
Father's Country of Birth:	Father's Country of Birth:
Mother's Birth Name: *(First & Last)*	Mother's Birth Name: *(First & Last)*
Mother's Country of Birth:	Mother's Country of Birth:

Have you ever been married before, in any state/country?
 	
      Yes   No
If yes, what is the number of this marriage? _____
You must supply Final Judgement(s) of Divorce and/or Death Certificates for any and all former marriages
	Have you ever been married before, in any state/country?
	
	      Yes No
	If yes, what is the number of this marriage? _____
	You must supply Final Judgement(s) of Divorce and/or Death Certificates for any and all former marriages